

S U S A N

C O M B S

# Texas Application for Maquiladora Export Permit

TEXAS COMPTROLLER *of* PUBLIC ACCOUNTS



## General Information

### **Who may submit this application -**

- If you are a maquiladora enterprise, you may submit this application if you wish to make tax-free purchases in Texas for export to Mexico.
- Each authorized maquiladora enterprise must file a separate application to obtain a separate new permit.
- You must include a copy of your Maquiladora Authorization Approval with each application.

### **Definitions -**

Maquiladora Enterprise - Maquiladora enterprise means a business entity chartered by the government of the Estados Unidos Mexicanos and authorized by that government to make duty-free imports of raw materials, component parts or other property into Mexico to be used in manufacturing, processing or assembling items by the business entity in Mexico primarily for export from Mexico.

Maquiladora Permit - A Maquiladora Export Permit is issued by the State of Texas to a Maquiladora Enterprise to allow tax-free purchases in Texas. The permit is issued without a charge.

### **For assistance -**

If you have any questions about this application, filing tax returns or any other tax-related matter, contact your nearest Texas State Comptroller's Office. You may also call (800) 252-5555 or (512) 463-4600.

*Spanish speaking assistance is available upon request.*

### **General instructions -**

- Please print or type.
- Do not separate pages.
- Write only in white areas.
- Fill in all blanks and answer all questions completely and fully.
- Complete this application and mail to:

Comptroller of Public Accounts  
111 E. 17th Street  
Austin, TX 78774-0100

*Note: Tax-free purchases may not be made until this application has been approved, your Maquiladora Export Permit has been issued and you provide the seller a Maquiladora Exemption Certificate.*

***Specific instructions are on the back of the next page.***

*Under Ch. 559, Government Code, you are entitled to review, request, and correct information we have on file about you, with limited exceptions in accordance with Ch. 552, Government Code. To request information for review or to request error correction, contact us at the address or phone number listed on this form.*



## TAXPAYER'S AGREEMENT

- Managing director or corporate secretary

sign here ▶

(Legal cite: TEX.TAX CODE ANN.sec. 151.156)

## TAXPAYER IDENTIFICATION

- [illegible]

- [illegible]

City

State

ZIP Code

[illegible]

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|

9 | 9 | 9 | 9 | 9

4. Enter the phone number of the person primarily responsible for filing Texas Maquiladora Returns

Mexico (City number and phone number)

\_\_\_\_\_

United States (Area code and number)

\_\_\_\_\_

[illegible]

5. Enter the number of your Certificate of Authorization issued by the Mexican Secretaria de Comercio y Fomento Industrial. \_\_\_\_\_

|   |   |   |  |  |  |  |  |  |  |
|---|---|---|--|--|--|--|--|--|--|
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|---|---|---|--|--|--|--|--|--|--|

6. Enter the information requested for the managing director and corporate secretary of the maquiladora enterprise.

Name of managing director

Phone (City and no./Area code and no.)

Mailing address of managing director (Street &amp; number, city, state, ZIP code / country)

Name of corporate secretary

Phone (City and no./Area code and no.)

Mailing address of corporate secretary (Street &amp; number, city, state, ZIP code / country)

For Comptroller's use only:

JOB NAME ---**SALEAPP**

Master account set up

PL04 01100

Master mailing  
address change

PL06 01180

County code

■ | |

Master phone number  
add / change

PL06 01185

Ownership type

4

0000

# Texas Application for Maquiladora Export Permit

• Please read instructions.

• Type or print.

• Write only in white areas.

Page 1.

|  |   |   |  |
|--|---|---|--|
| 7. Business name (Same as Item 2) <span style="float: right;">3 8 2</span>   |   | <b>For Comptroller's Use Only</b><br>JOB NAME --- SALEAPP<br><br><input type="checkbox"/> PL15 <input checked="" type="checkbox"/> 00990<br><br><input checked="" type="checkbox"/> 0 2 2 0<br><br>Outlet/location set up<br><input type="checkbox"/> PL05 <input checked="" type="checkbox"/> 01300<br>Outlet number<br><input type="checkbox"/> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span><br><br>Country code<br><input checked="" type="checkbox"/> 8 6 2<br>Jurisdiction codes<br>City MTA/CTD<br><input checked="" type="checkbox"/> 0 <input checked="" type="checkbox"/> 0<br>CNTY SPD<br><input checked="" type="checkbox"/> 0 <input checked="" type="checkbox"/> 0<br>Business code<br><input type="checkbox"/> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span><br><br>Permit set up<br><input type="checkbox"/> PL14 <input checked="" type="checkbox"/> 01400<br>Effective date<br><input type="checkbox"/> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span><br><br>Permit type<br><input checked="" type="checkbox"/> 2<br>Seasons<br><input checked="" type="checkbox"/> 0 0 0<br>Permit status<br><input checked="" type="checkbox"/> 7<br>SPD code<br><input type="checkbox"/> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span> |  |
| 8. Is the maquiladora enterprise named in Item 2 owned by or affiliated with any other business operating in Texas? <input type="checkbox"/> YES <input type="checkbox"/> NO<br>If "YES," enter the following information:<br>Name <span style="float: right;">Texas taxpayer number (if any)</span><br><div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> Mailing address (Street & number or P.O.Box, city, state, ZIP code)<br><div style="border: 1px solid black; height: 20px; width: 100%;"></div> |   | 9. Is the maquiladora enterprise named in Item 2 owned by or affiliated with any other business operating in the United States outside of Texas? <input type="checkbox"/> YES <input type="checkbox"/> NO<br>If "YES," enter the following information:<br>Name <span style="float: right;">Texas taxpayer number (if any)</span><br><div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> Mailing address (Street & number or P.O.Box, city, state, ZIP code)<br><div style="border: 1px solid black; height: 20px; width: 100%;"></div>   |  |
| BUSINESS INFORMATION   | 10. Business name in Mexico<br><input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 100%; height: 20px;"></span><br><input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 100%; height: 20px;"></span><br>Mailing address in Mexico<br><input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 100%; height: 20px;"></span><br><input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 100%; height: 20px;"></span><br><div style="border: 1px dashed black; height: 20px; width: 100%;"></div><br><div style="border: 1px dashed black; height: 20px; width: 100%;"></div><br>City in Mexico <span style="float: right;">State ZIP Code</span><br><input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 100%; height: 20px;"></span> M X <input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 40px; height: 20px;"></span> <input type="checkbox"/> 0 0 0 0 0 0<br>State in Mexico<br><input type="checkbox"/> <span style="border: 1px dashed black; display: inline-block; width: 100%; height: 20px;"></span> |   |  |
|  | 11. Mexican Authorization<br>Certificate: <span style="float: right;">Month Day Year</span><br>Date of issue <span style="border: 1px solid black; display: inline-block; width: 40px; height: 20px;"></span> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 20px;"></span> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 20px;"></span><br>Date of expiration <span style="border: 1px solid black; display: inline-block; width: 40px; height: 20px;"></span> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 20px;"></span> <span style="border: 1px solid black; display: inline-block; width: 40px; height: 20px;"></span>  |   |  |
|  | 12. Indicate your principal type of business in Mexico.<br><input type="checkbox"/> Manufacturer / Processor (20-39) <input type="checkbox"/> Service (70-89) <input type="checkbox"/> Other  |   |  |
|  | 13. Indicate your primary product or service in Mexico. (See instructions)<br><div style="border: 1px solid black; height: 20px; width: 100%;"></div>   |   |  |
| 14. List location of all distribution points, warehouses or offices in Texas. (Attach additional sheets if necessary)<br><div style="border: 1px solid black; height: 20px; width: 100%;"></div>   |   |   |  |
| SIGNATURES   | The managing director and/or corporate secretary or an authorized representative must sign this application. Representative must submit a written power of attorney with this application. <div style="float: right; text-align: right;">                     Date of application<br/>                     Month Day Year<br/> <div style="border: 1px solid black; width: 40px; height: 20px;"></div> </div>   |   |  |
|  | 15. I, (we) declare, under penalties prescribed by law, that the information in this document and any attachments is true and correct to the best of my (our) knowledge and belief. (TEX.PENAL CODE ANN.sec. 37.10)   |   |  |
|  | Type or print name of managing director or authorized representative <span style="float: right;">Managing director or authorized representative</span><br><div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="text-align: right; font-weight: bold;">sign here</div>  |   |  |
|  | Type or print name of corporate secretary or authorized representative <span style="float: right;">Corporate secretary or authorized representative</span><br><div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="text-align: right; font-weight: bold;">sign here</div>  |   |  |
| <b>WARNING. You may be required to obtain an additional permit or license from the State of Texas or from a local governmental entity to conduct business. A listing of links relating to acquiring licenses, permits, and registrations from the State of Texas is available online at <a href="http://www.Texas.gov">http://www.Texas.gov</a>. You may also want to contact the municipality and county in which you will conduct business to determine any local governmental requirements.</b>   |   |   |  |
| Field office number _____ E.O. name _____ Destin _____ Date _____  |   |   |  |

## **Instructions for Completing Texas Application for Maquiladora Export Permit**

- Item 2** - Enter the legal business name in Mexico exactly as it is registered with the Mexican Secretaria de Comercio y Fomento Industrial.
  
- Item 3** - Enter the complete Texas or other United States mailing address where you will receive mail from the Texas Comptroller of Public Accounts.
  
- Item 6** - Enter the information requested for the managing director and corporate secretary of the maquiladora enterprise.
  
- Item 13** - Enter the primary product or service of the maquiladora enterprise in Mexico.  
Examples: manufacturing parts, leather goods. Please be specific.